

**KENTUCKY HERITAGE COUNCIL,
2010-2011 FEDERAL SURVEY AND PLANNING GRANTS**



1. APPLICATION INFORMATION			
Organization Name City of Frankfort			
Organization Address 315 W. Second Street			
Principal Contact Person Maya DeRosa		Phone 502/875-8500	
Contact Person Title Planning Supervisor		Email mderosa@frankfort.ky.gov	
<input checked="" type="checkbox"/>	Local Government	<input type="checkbox"/>	University
<input type="checkbox"/>	State Agency	<input type="checkbox"/>	Nonprofit Group
<input type="checkbox"/>	Regional Planning Agency	<input type="checkbox"/>	Other

2. PROJECT INFORMATION			
A.	Category [check appropriate box(es).]	Total Amount Requested	\$9,900.00
<input type="checkbox"/>	Survey (Archaeological)	<input type="checkbox"/>	CLG Administration
<input checked="" type="checkbox"/>	Survey (Historic Building)	<input type="checkbox"/>	Rural Preservation
<input type="checkbox"/>	Context Development	<input type="checkbox"/>	National Register Nomination(s)
<input type="checkbox"/>	Pre-Development	<input checked="" type="checkbox"/>	Preservation Planning
<input type="checkbox"/>	Technical Assistance	<input type="checkbox"/>	Publication
<input type="checkbox"/>	Other		
B.	<u>Summary:</u> On attachment provide a narrative summarizing the proposed project. Define the research <u>methodology</u> or approach. Define the <u>time frame</u> . Define the <u>products</u> . Define the <u>project impact area</u> and explain how local government and the public will be involved in the project. Archaeological projects also need a research design and must discuss how the project addresses the State Plan in Archaeology, <i>The Archaeology of Kentucky: Past Accomplishments and Future Directions</i> , which is available at http://heritage.ky.gov/envreview/archofky.htm (note: updated pdf files for the state plan are at the right side of the webpage).		
C.	Kentucky Heritage Council program priority: List program priorities from the Kentucky Heritage Council, 2010-2011 Federal Survey and Planning Grants Annual Priorities.		

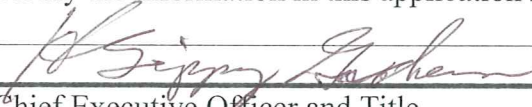
3. PROFESSIONAL QUALIFICATIONS
Attach a resume for the staff, consultant or principal investigator and other key personnel who will carry out the project. If this individual has not been identified, summarize the selection process to be used and the professional standards to be met by consultants. Professionals should meet the criteria established in 36C.F.R.61 and consultants must be selected in accordance with the National Park Service Regulations.

4. BUDGET

Complete the following Budget Summary form for your project.

5. SIGNATURE

I certify this organization complies with all Federal Fair Employment Laws including Title VI of the Civil Rights Act of 1964, Executive Order 11246 and the Rehabilitation Act of 1973. I certify the information in this application is true and accurate.


Signature of Chief Executive Officer and Title

9-8-10
Date

Return electronic files or original and 5 copies of completed application with attachments to:

(By email to:)

Jackie.Bradley@ky.gov

Include in Subject Line: "Federal Survey and Planning Grants

OR

(By Postal Service to:)

**THE KENTUCKY HERITAGE COUNCIL
ATTN: Federal Survey and Planning Grants
300 Washington Street
Frankfort, Kentucky 40601**

**KENTUCKY HERITAGE COUNCIL,
2010-2011 FEDERAL SURVEY AND PLANNING GRANTS**

APPLICANT: City of Frankfort
TOTAL GRANT AMOUNT REQUESTED: \$9,900.00

A. EXPENDITURES

Federal share cannot exceed 60% of total cost of expenditure. Non-federal share must be at least 40% or more of the total cost of expenditure. In-kind, non-federal share can be used as part of the 40% match but is not reimbursable.

TYPE OF EXPENDITURE	I. TOTAL COST OF EXPENDITURE	II. FEDERAL SHARE	NON-FEDERAL SHARE	
			III. CASH	IV. IN-KIND
A. PERSONNEL				
Staff Salary	\$5,000.00			\$5,000.00
Staff Fringe	\$1,600.00			\$1,600.00
Consultant Fees	\$9,900.00	\$9,900.00		
Volunteer Service				
B. OPERATING EXPENSES				
Rent				
Utilities/Telephone				
Printing/Copying				
Photography				
Computer Services				
Travel				
Expendable Supplies				
Postage				
Professional Development				
Equipment				
Indirect Costs (Only universities)				
C. OTHER (list)				
D. TOTAL ALL COLUMNS	16,500.00	\$9,000.00	*0	\$6,600.00

B. SOURCE OF NON-FEDERAL SHARE (Columns III & IV above)

Provide organization source of all cash and in-kind contributions to the non-federal share. List in-kind and cash contributions from the same organization separately. In-kind contributions from the community donated through the sponsor may be totaled and listed as one item.

AGENCY/ORGANIZATION	SOURCE OF MATCH (e.g. General Funds)	CASH	IN-KIND	TOTAL
City of Frankfort - Salaries	General Fund		\$5,000.00	\$5,000.00
City of Frankfort – Fringe	General Fund		\$1,600.00	\$1,600.00
TOTAL ALL COLUMNS		0	\$6,600.00	\$6,600.00

*Totals for Columns III and IV of Part A must equal total in Part B.

2010-2011 Federal Survey and Planning Grant Project Information

Summary

As a certified local government, the City of Frankfort is eligible for Federal Survey and Planning Funds administered by the Kentucky Heritage Council. Frankfort has a significant amount of historical and cultural resources and the periodic documentation of these resources is vital to their preservation and proactively addressing the needs of the City's historic preservation program. South Frankfort has a National Register District which was established July 20, 1982 and the district consists of 699 parcels. Although there were some periodic photo surveys in 1990 and 2000, this area has undergone much change since 1982 and the need is very great for a formal survey documentation which would eventually be the basis to update the National Register nomination with a new period of significance and potentially expand the district boundaries. The City, with the assistance of grant funding and a consultant, has recently completed surveying adjacent areas (271 parcels) outside of the South Frankfort National Register District that appeared eligible for listing (Phase I).

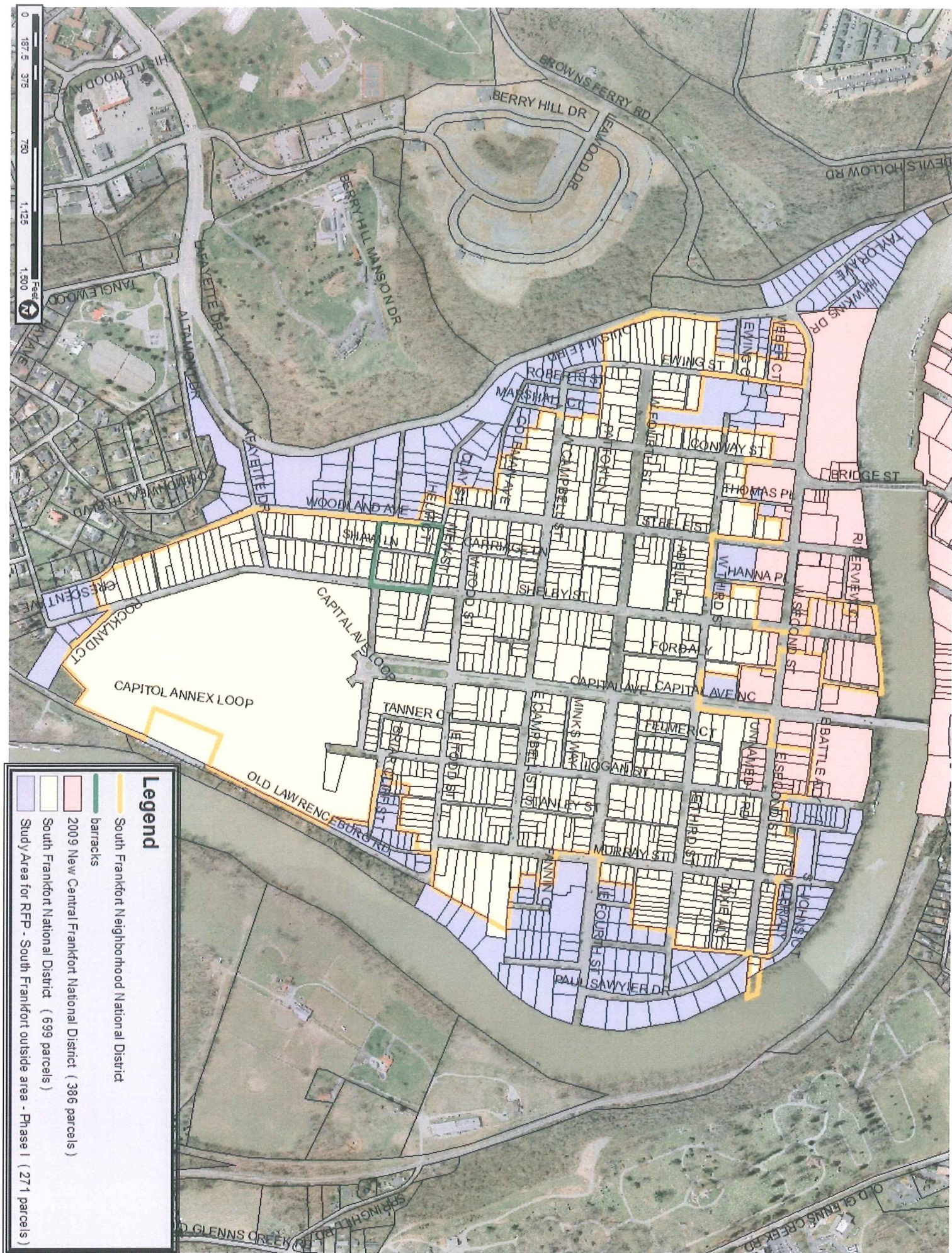
Due to the large number of parcels involved in the remaining survey area, the City staff determined that the completion of the survey for the existing National Register District would be too costly to complete in one phase. Therefore, a phased approach to the survey is recommended and it is anticipated that three additional phases with 233 parcels in each phase would complete the work effort. The funds from this grant, if awarded, would be utilized to survey the next 233 parcels (Phase II) and additional funding would be sought to complete the remaining two survey areas and update the National Register nomination.

The City would retain a preservation consultant to assist with the survey effort. The scope of work for the consultant would include: field survey work and photo documentation; GIS mapping; cultural and historical archive research; building records and property owner research; and completion of the individual survey forms.

A Federal Historic Preservation grant in the amount of \$16,500 is being requested by the City of Frankfort with this application. The federal share requested for this project (60% of the award) would be \$9,900.00. The local match for this project (40% of the award), which would be \$6,600.00. The entire match may be in in-kind services.

The sequence of events has been determined to be:

- Confirm the Phase II study area within the existing South Frankfort National Register District
- Obtain all prior planning and surveys
- Prepare and advertise the Request for Proposals
- Select a consultant via competitive bid process
- Consultant begins data collection and site research
- Property and buildings will be evaluated based upon a new Period of Significance
- City Staff will manage the consultant
- Completed survey forms, GIS maps and electronic media will be submitted to the City and Kentucky Heritage Council



Kentucky Heritage Council Program Priority

The project is consistent with the Kentucky Heritage Council Federal Survey and Planning Grants annual priorities as it involves a historic building survey. This priority area includes the following criteria:

- *Projects that target areas that have not been documented or have not been documented within the past 20 years*

It has been over 20 years since the National Register nomination and contributing status of properties in the National Register district were evaluated. Grant monies from this project would be utilized to evaluate, photograph and survey the individual properties in the District. In addition to documenting the architectural features of the resource, the survey would document any notable persons or events related to the site. The physical building characteristics of the district have changed over the past 20 years and the survey would be an important tool in re-assessing the structure's significance.

- *Survey Projects which document an area and produce National Register Nominations*

This survey project would ultimately be incorporated into an update to the South Frankfort National Register District. An added benefit of this survey work as it will act as the basis to potentially expand the limits of the current National Register District. A new period of significance will be established and an updated list of contributing properties will be developed.

- *Updated surveys of existing National Register or local historic districts that were not well documented at the time of the listing*

The National Register Nomination for South Frankfort was prepared July 20, 1982 and has not been updated since that time. There are a number of period homes from the 1920's and 1930's west of the current National Register District along Ewing Street, Coleman Avenue and Marshall Court that were not documented but add to the character of the South Frankfort Neighborhood.

CIVIL RIGHTS COMPLIANCE GRID

The Kentucky Heritage Council observes the provisions of the Civil Rights Act of 1964, and all subsequent federal and state laws and regulations. The Heritage Council must ensure that its subgrantees do the same. If your county or area contains, for instance, a significant number of Hispanics or African Americans, then your group must find ways to involve these populations in the grant project. The grid below offers the subgrantee a way to demonstrate to the Kentucky Heritage Council that diverse populations have been considered in the planning of the grant project, in its execution, and in its products.

Please enter a number into each cell below, as applicable. ***The numbers entered will show how many people participate in the project according to their role (the horizontal rows) and according to their population status (the vertical columns).** Use the grid to track the participation of diverse groups in your project.

In a county with a significant number of Hispanics and African Americans, members of those groups can participate in the project planning by being on the team that designs the project. In that same county, they can be involved in the project's execution by participating as volunteer researchers, as informant, as the project's staff members, and the project's advisory group, or as the consultant hired to complete the project. Also, if the project's products are intended for target audiences, such as programs for children in schools with large minority populations, or in documents that focus on the lives of those residents, then indicate on the grid, the numbers of people served by those products.

		Identified Population Group									
		African American, Black	Asian American or Pacific Islander	Hispanic	Native American, Eskimo or Aleut	White	Other Races	Women	Older American	Persons With Disabilities	TOTALS
Role of Participants or Grant Project's Audience	Grant Planning Group							2			2
	Consultant Or Staff					1	1	3			5
	Advisory Group, if Applicable					3		1	1		5
	Volunteer Workers, if Applicable										
	Student Population, if applicable										
	Product's Intended Audience										
	Other Activity										
	Other Activity										
	Total in County or Area Served*	4,463	354	531	63	41,953	264	24,621	5,885	10,831	47,687

*These figures can be derived from the latest census reports for the county or area served and can be obtained by going to <http://quickfacts.census.gov/qfd/states/21000.html>.

Maya DeRosa, AICP

3027 Tim Tam Trail
Versailles, KY 40383

EDUCATION

University of California, Irvine, California

Bachelor of Science in Biological Sciences, June 1987

Bachelor of Arts in Social Ecology, March, 1988
Minor in Environmental Analysis and Design

Coursework in Master Land and Environmental Planning Certificate Program, UC
Irvine, 1989

EXPERIENCE

City of Frankfort, Frankfort, Kentucky

Planning Supervisor, January 2007 to present

- Administers all aspects of City's Historic Preservation Program including:
 - Design Review cases for Architectural Review Board consideration
 - Updates to Preservation Ordinance
 - Certified Local Government Program and grant administration
 - National Register District nominations and surveys
 - Outreach to public and neighborhood groups about preservation issues
 - Permit review of exterior modifications within Historic Zoning Districts
- Primary Staff liaison to Board of Zoning Adjustments, Architectural Review Board and secondary staff liaison to Planning Commission including the preparation of legal notices, staff reports and presentations before the Boards
- Assists and directs the preparation, update and review of the five year Comprehensive Plan including the following elements:
 - Researching appropriate densities for rural areas in accordance with more sustainable building practices

- Collaborating with key stakeholders to ensure public participation goal is achieved
 - Formulating policies in response to public input
 - Identifying a feasible implementation program and creating measurable performance outcomes
 - Delegating technical research and support to complete required Elements
- Directs the update of zoning and subdivision ordinances in concert with City vision and Comprehensive Plan policy
 - Reviews rezoning requests and processes casework
 - Collaborates with Chamber of Commerce and Downtown Frankfort, Inc pertaining to economic development incentives for Riverfront Plan
 - Prepares or oversees the staff report case work pertaining to requests for variances or conditional use permits
 - Serves as staff liaison to quarterly sub-committees including Zoning Update, Subdivision and Landscape sub-committees
 - Directs the development of policies to encourage SMART growth, trip reduction and GREEN building practices
 - Provides outreach in the form of public presentations to inform public of on-going and future planning projects

City of Santa Ana, Santa Ana, California
Senior Planner, December 1998 to July 2005

- Supervised eight (8) staff members of the Regional and Advance Planning section, including employee performance appraisals and work prioritization (Total Quality Management system)
- Acted as lead staff liaison to Historic Resources Commission and developed annual work objectives including the following accomplishments:
 - Creation of preservation ordinance
 - Development of Preservation Marketing Package for homeowners
 - Identification and survey of potentially contributing properties for local protection and tax credits
 - Achievement of Certified Local Government status and Preserve America community designation

- Organized and hosted a Historic Preservation Incentives Regional Conference in collaboration with American Planning Association
- Implemented annual objectives of Planning Division including:
 - Creation of Citywide Planning, Landscape and Design Standards
 - Update of General Plan (Long Range Policy Plan)
 - Improvements to Development Review Process (DRC) to streamline internal departmental site plan review time
 - Identification and adoption of Zoning Code updates
 - Historic Resources Commission coordination
- Prepared reports and presented cases to the Planning Commission and public
- Assisted in the preparation of annexation documents and intergovernmental and public outreach process for the annexation of County islands
- Reviewed and initiated updates to current local zoning regulations in response to community changes and often State mandated legislation
- Translated policy from the City's long range planning document, the General Plan, into proven implementation actions consistent with the City's vision
- Researched and managed the preparation of Santa Ana's Housing Element Update

Element received Award of Merit from California Chapter of American Planning Association
- Lead liaison for City's Air Quality Working Group where innovative minimal pollution alternatives were developed along with implementation strategies

City of Santa Ana, Santa Ana, California

Environmental Coordinator, January 1991 to December 1998

- Responsible for preparing and reviewing all CEQA (California Environmental Quality Act) and NEPA documentation for public and private projects submitted to the agency
- Participating agency in site plan review process responsible for reviewing plans for possible community impacts and identifying necessary technical reports
- Implemented in concert with City Engineer the National Pollutant Discharge Elimination System (NPDES) compliance

- Communicated environmental policy issues and solutions with City planners, engineers, and other necessary departments
- Established thresholds of significance policy
- Directed the creation of Xeriscape Landscape Ordinance to reduce household water consumption
- Implemented departmental internship program and provided training and mentorship program for qualified interns from Urban Studies Graduate Program at UC Irvine

OTHER SECTOR EXPERIENCE

Old Friends, Inc, Georgetown, KY

Executive Director, August 2005 to December 2006

- Implemented Board of Directors objectives and 5 year strategic plan for a 52 acre Thoroughbred retirement home non-profit organization
- Prepared annual budget for Board approval including staffing, equipment, maintenance, events and contingencies
- Researched and prepared grants to implement capital improvement plan
- Prepared ad campaigns, press releases and marketing strategies to increase awareness of organization and annual fund campaign
- Promoted mission and events to media via radio and television interviews
- Cultivated relationships with other related sectors and shared mission to increase support base
- Implemented process improvement for operating strategies and fundraising activities

PROFESSIONAL AFFILIATIONS

American Institute of Certified Planners

American Planning Association

National Trust for Historic Preservation

REBECCA BOTTOMS HALL

302 Lakeshore Circle, Georgetown, KY 40324 ♦ Home 502/863-0642 ♦ Cell 859/536-0095

Work Experience

2006 - Present CITY OF FRANKFORT

Grants Manager/Special Projects

I am responsible for grants applications and administration for the City of Frankfort. From January 2006 to present I have been successful in securing over \$7.3 million for the city. Grants administration includes COPS, Renaissance On Main, Urban Forestry Grant, Recreational Trails Grant, Kentucky Infrastructure Authority (Tobacco Settlement) Grants, Cemetery Preservation Grant, EPA Brownfield Assessment Grant, Transportation Delivery Grants and Kentucky Housing Corporation's HOME Program. In the administration of these grants I work closely with state and federal offices. I work closely with the city's Department Directors, the City Manager and other city officials to address citizens concerns as well as discuss potential partnerships and leveraging funds for future projects.

2002 - 2006 MIDWAY RENAISSANCE, INC./CITY OF MIDWAY

Certified Main Street Manager

Responsible for the overall vitality of Midway's Downtown. I coordinated downtown events and advertising campaigns. Recruited businesses as storefronts became available. I conducted Marketing Surveys to determine correct business mix for downtown. I acted as liaison between the City of Midway and merchants. Applied and administered grants such as Transportation Enhancement Act of the 21st Century (TE-21), Façade, Renaissance Downtown Revitalization, Bluegrass PRIDE and NiSource. I wrote press releases and articles for various publications. I was also responsible for the city's website and public relations. During several occasions I appeared in the media and public events as a spokesperson for the City. Recruited and organized over 100 community volunteers for various projects throughout the year including Francisco's Farm Arts and Crafts Show, Christmas Open House, a stream restoration project and other projects as needed. I worked to promote downtown Midway as a destination for tourists and promote Woodford County as a competitive place to open a businesses and a great place to live.

1999 - 2002 TOYOTA MOTOR MANUFACTURING USA, INC.

Corporate Communications/Community Relations

During my time at Toyota I worked as a professional temporary for the Corporate Communications and Community Relations Departments. For the Corporate Communications Department I was responsible for coordinating the Daily Communications Report distributed to over 7,000 team members; participated in various communications activities, including covering events, interviewing team members, writing stories and speeches for plant-wide ceremonies and implementing standardized work for the plant-wide broadband television system. For the Community Relations Department I was responsible for serving as the Assistant to the General Administration General Manager; assisted with the creation of scripts for the Visitor Center tour programs, gave tours of the plant and assisted with the coordination of seminars for business representatives.

Work Experience (continued)

1997 - 1998 ADVANTAGE CARE, INC.

Marketing Coordinator

Responsible for creating, proofing, and printing sales collaterals and member communications for the Marketing Department; designing and creating sales proposals; attending conferences; assisting the Marketing Manager with advertising and the coordination of special events; creating provider newsletters and member quality improvement communications; filing all documents with the Kentucky Department of Insurance; and overseeing the advertising budget for the company.

1994 - 1998 FIRST IMAGE DATA ACQUISITION COMPANY

Communications Coordinator

Responsible for producing employee videos and sales videos, including writing scripts, scheduling video shoots, and assisting with footage editing; coordinating attendance at industry trade shows; selecting booth sites; creating graphic presentations; organizing booth giveaways; creating, proofing, and printing company newsletter, press releases, sales literature, and advertisements; creating sales presentations for slides, color overheads, and laptop computers utilizing PowerPoint and coordinating internal communications which included traveling to six facilities in Kentucky and Illinois.

1988 to 1993 KENTUCKY CENTRAL LIFE INSURANCE COMPANY

Public Relations Newsletter Editor

Responsible for assisting with department strategies by creating issues and story ideas for the company magazine; assigning stories, photo shoots, and page layouts to other staff members when necessary; and researching, interviewing, photographing, writing stories, and laying out pages.

1987 - 1988 GEORGETOWN NEWS AND TIMES

General Reporter

Responsible for covering community meetings and events, school news, and feature stories; laying out pages; and proofreading.

Education

EASTERN KENTUCKY UNIVERSITY

Bachelor of Arts degree in Journalism, 1987

Minor: English

Certified Main Street Manager

Certified Community Development Block Grant (CDBG) Administrator

References

Available upon request.